

MEMORANDUM

State of Alaska
Department of Transportation and Public Facilities
Facility Services

To: Tom Briggs
Director, Marine Highway

Date: 01/21/2004

Phone No.: 269-0808

From: Steven Flodin P.E.
Facilities Chief
Central Region, DOT&PF

Subject: **Ketchikan – Ward Cove Admin
Building Review**

The State of Alaska is considering moving the Marine Highway operations from Juneau to Ketchikan and leasing part of the upper floor of the Ward Cove Administration Building from the Borough of Ketchikan. I was requested to verify the February 2003 building condition report prepared by Welsh Whiteley Architects for the Ward Cove Administration Building. My review of the building was conducted on Tuesday, January 20th and I was accompanied by Greg Bjork of the Ketchikan Borough.

For the most part, the Welsh Whiteley report appears to be accurate. The following is an elaboration of some of the report items that Marine Highways should consider in negotiations for a lease.

The report indicated a priority **two** for re-roofing the facility. I believe this needs to be raised to a priority **one**. There are numerous leaks through the ceilings as evidenced by dripping water and a number of strategically placed waste baskets and coffee cans to catch the water. The water has almost certainly damaged the minimal 1" roof insulation and potentially damaged the wooden roof structural system. An Additional adverse effect can be mold growth which is detrimental to health and difficult to remove.

I walked the roof and it does appear to be a built-up roof with numerous flood coat coverings. The roof is "alligatored" and has bubbles. Some roof drains are full of moss. In my conversation with Steve Corporon, Assistant Borough Manager, he indicated they were waiting for a building tenant prior to fixing the roof. Steve then indicated the Borough planned to put a membrane cover on top of the existing roofing. I do not believe this is the proper approach to the roof problem. The borough's approach traps the water under the new membrane, it does not provide any insulation value to the roof system, and it adds more weight to the structure.

I removed some electrical receptacle cover plates and did not observe any wall insulation in the exterior walls which supports the conclusion in the building condition report. Based upon the lack of roof and wall insulation, the building exterior envelope is not energy efficient which will dramatically affect the utility costs to operate the facility.

Another item noted on my tour of the building was the windows are vinyl clad on the exterior and wood on the interior. The majority of windows I tried to open were swollen shut indicating excessive moisture on the inside of the building.

The remaining conclusions and recommendations outlined in the report are fairly accurate and should be addressed in negotiations between the State and the Ketchikan Borough.

The Borough was also planning to escort the Marine Highway's "IT" person, Scott Linzmeier, through the facility. Scott will probably comment on the adequacy of the computer and communication wiring in a separate memo.

cc: Capt. George Capacci
Janet Rider
Gordon Keith, PE